

**Council on Aging
Minutes of Meeting
February 15, 2011**

Chair Marje Stickler called the meeting to order at 10:35 AM. Board members present: Marje Stickler, Helen Taylor, Verna Gilbert, Abha Singhal, Jean Sain, Ted Read, Jim Elgin, Elizabeth Acquaviva and Sandy McIlhenny. Board members absent : Phyllis Goff and Liz Bishop. Associate members present : Natalie Ives, Joanne Willens and Nadine Bishop. Also attending were staff members Debi Siriani, Carol Killpartrick and Angela Smith. Peter Cullinane was not present. Friends present: Ray Taylor. Mary Daigle and Selectman liaison John Gorecki were present.

The January 18, 2011 COA meeting was cancelled due to bad weather. Members submitted both December and January reports on February 15th.

Secretary's Report: The minutes of the December 14, 2010 meeting were approved as submitted.

Treasurer's Report: Abha Singhal submitted a report for both December 2010 and January 2011. She updated the LRTA reimbursements and stated that the expenses and income were all in order. She was able to purchase a 55 cup coffee maker for use at our COA monthly meetings at the FRS. Her reports were approved.

Director's Report: Debi Siriani reported the need for additional hours. The request is for 12 additional hours for newsletter production, program coordination, and administration assistance for a new employee to be hired at pay grade 3. Verna suggested that Debi contact David Verrill of the FinCom and tell him that this would eliminate the need for an additional benefited position. The increase request would bring the COA budget to \$117,468.60. She provided relevant information on population, volunteer and staff hours and programs. She said she arranged a casual weekly drop-in on Monday mornings for coffee and snacks at Ferns Country Store from 9:30-11am, starting on March 7, with Angela attending as part of her outreach position. Debi will be attending a MCOA meeting in Groton on April 8. Several other board members expressed interest in attending also. Debi's reports for December and January were approved.

Outreach Coordinator's Report: Angela noted that social worker, Peter Cullinane, will give a talk in March as part of Carlisle Caring Conversations. She will meet with CCHS students and tell them about volunteer opportunities for Carlisle seniors. She continues to help clients with fuel, food and medical assistance. Her reports for December and January were accepted.

Social Worker: Peter Cullinane's reports for December and January were submitted and accepted.

Transportation Report: Carol Killpartrick submitted reports for December and January. She amended the January report to describe a minor accident which involved

the van and a teenage driver. The teen driver was 100% at fault; the van was not damaged so our insurance should not be increased. Her reports were accepted as amended.

Travel: Joanne spoke of many events organized for the seniors. The group had a wonderful lunch at Fishbones in Chelmsford. She is working with Elizabeth and Debi to use a new form that will track the information (who, what, where and when) for all COA activities she organizes. She has a number of activities under consideration. The Board thanked Joanne for her work.

Friends of the COA: Ray Taylor reported that the Friends will meet tomorrow to approve the budget for 2011. He believes they will vote to spend all income on programs for the benefit of Carlisle seniors. The Friends received a 45% response to their letter requesting funds from Carlisle citizens. He works closely with Angela and thanked her for her outreach efforts regarding fuel and medical assistance.

Minuteman Senior Services: MMSS meeting was cancelled due to weather. Debi met with the MMSS director.

Old/New Business: John Gorecki said he was happy to attend meeting whenever possible. Highland Building was discussed and the group thought that there were problems with the site for seniors, especially concerning parking and CORI checks. The area between the library and Village Court might be more promising.

Next meeting date March 15, 2011 at 10:35 A.M. at Town Hall.
Adjournment at 11:50 AM.

Respectfully submitted,
Helen Taylor
Secretary